

Westfield Township Board of Trustees

Regular Meeting
June 18, 2018

Trustee Schmidt called the meeting to order at 7:00 PM. with the Pledge of Allegiance.
Roll call: Horner – aye, Likley – aye, Schmidt – aye.

Zoning

- Mr. Morrow was present to finalize the lot split request. ZI Sims received approval from both the Medina County Prosecutor and Planning Commission. A check for the required payment was received and a receipt issued. Trustees were required to sign the final documents.

Comments from the floor

- N/A

Minutes to be approved

- **Schmidt makes a motion** to accept the June 4, 2018 Special meeting, Public Hearing minutes as amended; seconded by Likley. Roll call: Likley – aye, Horner – aye, Schmidt – aye. The motion passes.
- Approval of the June 4, 2018 Regular meeting minutes will take place at the July 2, 2018 Regular Meeting.

Road Report

- Mowing continues throughout the Township on the high grass on the road sides.
- Deerfield Farms HOA is inquiring about road resurfacing – Roads Supervisor Evans projects it will be in approximately 5 years
- Westfield Landings will be the next to be resurfaced in the Township; Buffham Road is on hold.

Cemetery

- Trustee Horner will reach out to Montville Township regarding guidelines for vaults.

Zoning

- Kratzer hearing updates:
 - Zoning Secretary Porter met with Attorney Innis to provide required documents to Common Pleas Court for Kratzer Appeal of BZA decision.
 - Cheryl Porter, Zoning Secretary provided the Trustees a report regarding communication with Attorney Innis.
 - Trustee Schmidt met with ZI Sims and at this point in time the BZA has made a decision and next steps are dependent upon a ruling from Judge Collier of the Medina County Common Pleas Court.

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- Lines of communication can now be between Innis & the Trustees.
- Zoning Report
 - 7 permits issues – 5 new homes in Westfield Lakes, 1 pool 9585 Daniels, 1 Pole barn 9229 Deerfield
 - Zoning Commission Meeting cancelled for June.
 - BZA – no new business

Fire

- DS Architects presented a consultation bid on June 17, 2018 for services in the amount of \$73,588, an amended bid of \$27,200 and then a 3rd bid for an as needed proposal of \$11,200. The 3rd proposal is estimated out at 10 hours/week for 16 weeks.
 - The services to be provided were scaled back as the Design Build Contractor will perform those functions.
 - DS will assist in the Design Build RFQ's, provide Bridging Architect oversight with the Design Build Contractor and evaluate the Guaranteed Maximum Price.
 - Trustee Schmidt questioned the timeline for the RFQ process. Likley stated he believes DS has a baseline process and it will be tailored to Westfield's preferences.
 - To avoid winter construction a Contractor needs to be identified by August, 2018 – this is not a likely scenario, construction start anticipated early 2019.
 - A meeting between DS & the Board will be necessary to establish the RFQ timeline.

Likley makes a motion accept DS Architect's proposal to provide architectural and engineering services as it relates to the construction of the Safety Services Building in the amount of \$11,200.00; seconded by Schmidt. Roll call: Schmidt – aye, Likley – aye, Horner – aye. The motion passes.

- Rick Robb, Village of Westfield Center called regarding a purchase of Westfield Township's ownership interest in the current building and the property north of the building.
 - Trustee Schmidt recommended an appraisal be done closer to the time of the transfer from the old building to the new building.
 - Trustee Likley will communicate the desire to wait unless proceeding with the sale makes funds available to the Township.
 - The decision to wait is the desired plan.
- Ken Beckman, 7583 Greenwich Road inquired as to the financing of the building and why it was not a Construction Loan.
 - Trustee Likley explained that since this is a voter approved bond the collateral is the bond. Both the Trustees & Fiscal Officer are responsible for the funds and there are policies in place to reduce the risk of fraud.
- Bond Financing will be discussed in an Executive Session. A Special Meeting regarding the bond financing information may be required.

Old Business

- Recycle Center – no updates.

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- Hall Rentals
 - July 1 – 1 PM – 5 PM – Schmidt to Open
 - July 8 – 9 AM – 3:30 PM – Horner to Open
 - The Medina County Board of Elections will be charged per the Township guidelines going forward.
- No breakdown for the Election Deductions has been received from the Medina County Auditor.
- ODOT Meeting as it relates to the R-cut at Westfield Road will be on August 9, 2018 between 6 – 8 PM. Steve Hambley, Bill Hutson, Larry Obhof, and a rep from Jim Rennaci office will be in attendance.
 - SR224 will have additional length added to the turning lanes onto Leroy Road.
- Health Insurance renewal has been finalized.

New Business

- Township awards – no updates.
- Medina County Economic Development Corporation will be having a meeting on July 23, 2018 from 11:30 – 1 PM to review the plans for the County.
- Trustee Schmidt spoke to 2 articles in the Grass Root Clipping Publication
 - Dispensing of Medical Marijuana will begin in Ohio September 8, 2018. There will be a webinar with regard to employee policy and the dispensing. Schmidt will contact Asst. Prosecutor Lyons for guidance.
 - Obstruction In the Right of Way – Trustee Horner & Roads Supervisor Evans will review Township policy for compliance.

Announcements

- July 2, 2018 – Trustees Regular Meeting – 7:00 PM

Fiscal Officer's Report

Likley makes a motion to pay the bills in the amount of \$13,516.20 as submitted; seconded by Horner. Roll call: Horner – aye, Likley – aye, Schmidt – aye. The motion passes.

- Haviland Drainage Products - \$3,504.00 – Culvert pipes
- Todd's Enviroscapes - \$239.50 – New mowing service
- NEO Landscaping - \$510.00 – Final payment to previous mowing vendor.
- Medina County Solid Waste District - \$2.08 – Trash taken to facility
- U. S. Protective Services - \$300.00 – Annual security contract.

Fund Status

- \$468,032.03 Checking
- \$100,663.07 CD

- YTD Zoning Revenue = \$3,529.00

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Appropriations Reallocation

- \$5,000.00 to 1000-110-311-000 Legal Fees from 1000-990-990-000 Reserve Capital

Correspondence

- FO Haendiges has done some research for a replacement 2 drawer copier through Staples
 - Epson – 5 ink cartridges \$199
 - HP – 4 ink cartridges \$249
 - Trustee Schmidt to reach out to Superintendent Kubilis for information
 - Bulk of the copying is done in Black & White
- 2019 Revenue Budget is due to the Medina County Auditor on July 20th.
 - A resolution will be needed at the July 16th meeting.
 - Bond Issue revenue cannot be estimated until the bond is sold.

Likley makes a motion to go into an Executive Session regarding the Bond Financing at 8:10 PM; seconded by Schmidt. Roll call: Schmidt – aye, Horner – aye, Likley – aye. The motion passes.

Schmidt makes a motion to come out of Executive Session regarding the Bond Financing at 8:35 PM; seconded by Likley. Roll call: Horner – aye, Schmidt – aye, Likley – aye. The motion passes.

- No decision at this time/more information will be provided at a later date.

Schmidt makes a motion to adjourn at 8:36 PM. All said aye.

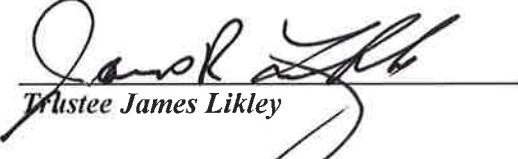
Respectfully submitted by:

Michelle English

Date approved: July 2, 2018



Trustee Michael Schmidt, Chair



Trustee James Likley



Trustee Craig Horner